

New Distributor Checklist

Scheduled Support Calls Day & Time: _____

Name: _____ Date Enrolled: _____ Distributor ID# _____

Address: _____ Phone: _____

Spouse: _____ Children: _____ Email: _____

Notes:

New Customer and New Distributor Line Up

ORDER DATE	CUSTOMER NAME	RETAIL SALES	PC SALES	NEW RECRUITS	TOTALS





Office & Training Checklist

- Sent Welcome Email
- Scheduled Weekly Support Calls
- Ordered Business Cards
- Familiar Back Office & Resource Center
- Organize Workspace
- Join/Follow Social Media Platforms
- Start New Distributor Training
- Company/Team Trainings in Calendar
- Installed Youngevity Go2 App

New Distributor Business Checklist

- Announce New Business
- Complete Building Network List
- Returned Business Plan
- Understands Quick Start Program
- Understands Compensation Plan
- Set Up Autoship
- Scheduled Launch Event & LIVE Unboxing Day
- Discussed Attending Next Company National Event
- Submitted First Order